

~~SECRET~~

CONFIDENTIAL

OCT 17 1951

MEMORANDUM FOR: DEPUTY DIRECTOR FOR ADMINISTRATION (SPECIAL)

SUBJECT: OSO Pool

1. It is requested OSO be authorized a personnel pool of ☐ GS-4 grades to allow for the employment of senior college students either for part time or full time work.

2. It is OSO's intention to utilize these individuals mainly in the Intelligence Records and Reports Control Staffs.

3. At the present time both of these units are understaffed and the current work load cannot be met.

4. It is OSO's intention to screen the various college students and select only those individuals who would make potential intelligence officer material. Upon completion of the students college work, they would be transferred from the pool and promoted to Junior Intelligence Officers at the GS-7 grade provided their work had been satisfactory.

5. This has been discussed with the Personnel Office and it is understood they concur in this proposal.

FOR THE ASSISTANT DIRECTOR FOR SPECIAL OPERATIONS:

Intelligence Clerk GS-4
Class. & Wage
10-23-51
gem
APPROVED
Foot
10-23-51
11-5-51

OR MAP
mgst. 11/2/51

1 Nov. 1951
10/20/51

~~SECRET~~
CONFIDENTIAL